



Loudoun County, Virginia

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Department of Management and Financial Services  
Division of Procurement, MSC #41C  
1 Harrison Street, SE, 4<sup>th</sup> Floor  
Leesburg, Virginia 20175

April 16, 2008

NOTICE TO BIDDERS

ADDENDUM NO. 1

QQ-01406

The following changes and/or additions shall be made to the original Invitation for Bid No. QQ-01406, Design, Printing and Distribution of Parks, Recreation and Community Services Quarterly Brochures.

1. Bidders shall refer to the attached revised pricing page. Failure to provide quote on the attached pricing page will result in bid being considered non-responsive.

The following questions were asked regarding this Invitation for Bid

1. What is the size of the quarterly activity guide brochure?
  - A. The brochure is 8" x 10 1/2 "
2. Will there be bleeds on both pieces for interiors and covers?
  - A. Bleeds for front and back covers on the quarterly activity guide brochure only.
3. Is there color on the inside covers?
  - A. No
4. Is the quarterly activity guide brochure and summer camp guide available online?
  - A. Yes, bidders may view the Spring 2008 activity guide on the Loudoun County Parks, Recreation and Community Services website (brochure located at bottom of page):  
<http://www.loudoun.gov/prcs>

Bidders may view the summer camp guide online at :  
[www.loudoun.gov/camps](http://www.loudoun.gov/camps)

Please acknowledge receipt of this addendum by signing and returning with your proposal.

Prepared By: Courtney L. Raye, CPPB /s/ Date: 4/16/08  
Contracting Officer

Acknowledged By: \_\_\_\_\_ Date: \_\_\_\_\_

## ATTACHMENT I

### REVISED PRICING FORM

**ATTENTION TO BIDDERS:** Bidders shall be advised that the number of pages and copies referenced on this pricing form are only estimates.

#### **LOT I – Design and Layout/Printing/Mailing of Brochure**

Component #1: Design and Layout of Brochure, per section 4.1, as follows:

56 pages	\$ _____
64 pages	\$ _____
72 pages	\$ _____
80 pages	\$ _____

Component #2: Printing of Brochure per section 4.2, as follows:

*With a 30# front and back cover and 30# for inside pages*

56 pages @ 108,000 copies	\$ _____
Cost/additional 1000 copies	\$ _____
64 pages @ 108,000 copies	\$ _____
Cost/additional 1000 copies	\$ _____
72 pages @ 108,000 copies	\$ _____
Cost/additional 1000 copies	\$ _____
80 pages @ 108,000 copies	\$ _____
Cost/additional 1000 copies	\$ _____

*With a 35# front and back cover and 30# for inside pages*

56 pages @ 108,000 copies	\$ _____
Cost/additional 1000 copies	\$ _____
64 pages @ 108,000 copies	\$ _____
Cost/additional 1000 copies	\$ _____
72 pages @ 108,000 copies	\$ _____
Cost/additional 1000 copies	\$ _____

## REVISED PRICING FORM (CONT)

80 pages @ 108,000 copies \$ \_\_\_\_\_

Cost/additional 1000 copies \$ \_\_\_\_\_

Component #3-Mail preparation and distribution, per Section 4.3

108,000 copies \$ \_\_\_\_\_

LOT I TOTAL: \$ \_\_\_\_\_

### LOT II – PRINTING OF SUMMER CAMP GUIDE

No. of Pages	Quantity	Unit Price	E.A.M (each additional thousand)
20 Tab	35,000	\$ _____	\$ _____
24 Tab	35,000	\$ _____	\$ _____
	TOTAL	\$ _____	\$ _____

Delivery Fee (ref., LOT II, B) \$ \_\_\_\_\_

LOT II TOTAL: (Total Unit Price + Total E.A.M. Price + Delivery Fee) = \$ \_\_\_\_\_

TOTAL BID PRICE : (LOT I TOTAL + LOT II TOTAL) = \$ \_\_\_\_\_